# Science Communication: Giving Group Meeting

Anna Burkart Sadusky, Ph.D. NIH Science Skills Boot Camp Wednesday, June 23, 2011

### Different types of group meeting

- Small group (One PI)
  - Informal round table discussion by one individual or multiple participants



- Formal powerpoint presentation
- Large group (Multiple Pl's)
  - Formal powerpoint presentation



# **Organization of a Science Talk**

- Title Slide
- Introduction
- Methods
- Experiments/Results/Data
- Discussion and Conclusion
- Acknowledgements Slide
- Questions?

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Which section is the most important?

### **Title Slide**

# **Concise Title for Talk**

Your name Your affiliation (lab/school/institute) The date (optional)

### Introduction

### The content:

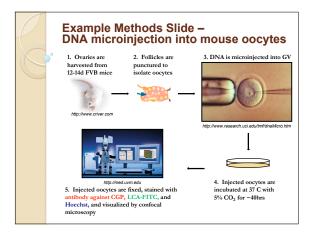
- What are you investigating?
- Why are you interested in this?
- Why should we be interested?

# Introduction The content: • What are you investigating? • Why are you interested in this? • Why should we be interested? Slides with cartoons and images are helpful Pre-fertilization Post-fertilization Post-fertilization Post-fertilization Post-fertilization Pre-fertilization Pre-fertilization

make sure you cite the reference!!!

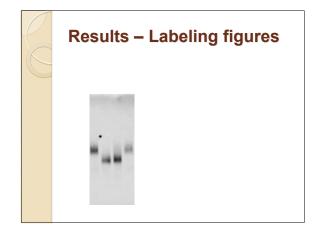
### **Methods**

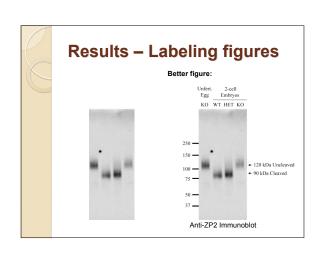
- What approach did you take to address your problem?
- How is it unique from previous approaches?
- How did you optimize conditions?
- Did you troubleshoot?

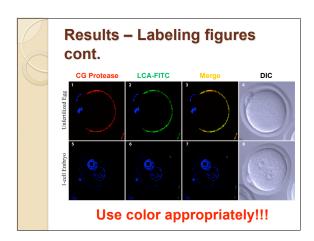


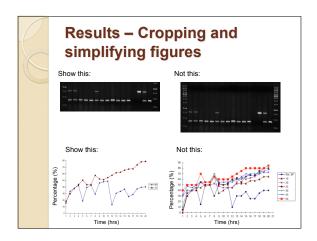
# Results

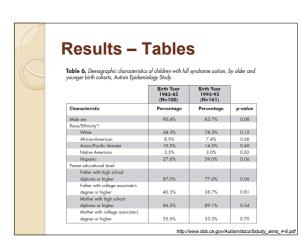
- Be brief and clear
  - Remember your audience
  - Be selective
- Present your work as a story
- Talk the audience through your data
  - Figures
  - Graphs
  - Gels
- Everything must be labeled
- Put the punchline on each slide









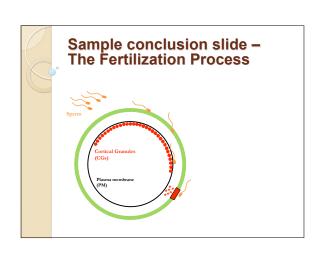


# Summary/Conclusions

- Condense major results and their implications into bullet points
- Connect back to introduction
- · Limit number of points
- If you have a model, present in cartoon form (optional)

# Sample conclusion slide – The Fertilization Process

- 1. Fertilizing sperm encounter ovulated eggs in the oviduct
- 2. Sperm-egg recognition and binding
- 3. Zona penetration
- 4. Sperm fusion
- Cortical granule exocytosis induces zona block to penetration and ZP2 cleavage: NO MORE SPERM BINDING



# Sample conclusion slide — The Fertilization Process 1. Fertilizing sperm encounter ovulated eggs in the oviduct 2. Sperm-egg recognition and binding 3. Zona penetration 4. Sperm fusion Plasma membrane (PA) 5. Cortical granule exocytosis induces zona block to penetration and ZP2 cleavage: NO MORE SPERM BINDING

# Acknowledgements

List the names of people who helped you

- Your mentor(s)
- Lab members
- Collaborators
- People who provided reagents
- Funding source

# How many slides do you need?

com 1 slide/ 30 seconds

≥ 1 slide/ 1 minute

1 slide/ 2 minutes

co∎lt depends

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1 slide/ 2 minutes

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# Tips for Slide Preparation - Color

Color Choice:

Best choices for good visibility:

Dark colors on white or light background
Dark colors on white or light background

White or yellow on dark background

Never use yellow on white background

Avoid using blue/red on a dark background

# Tips for Slide Preparation - Fonts

- Use large, clear font
- 14-16 point minimum (this is 28)
- Small fonts are hard to see (12 point)
- Even smaller fonts are impossible to see (8 point)
- Fancy fonts are hard to read
- Bold increases readability
- AVOID USING ALL CAPITAL LETTERS BECAUSE IT'S MUCH HARDER TO READ

### **Tips for Slide Preparation - Text**

- Rule #1: Limit text
- Use bullet points
- No paragraphs
- Consider bringing in text one line at a time
- · All text must be readable
- Check for typos
- Example of a boring slide

This Is Some Important Point

One amazing fact that you didn't realize

Another amazing fact that maybe you knew

A third fact that you might have know, but
didn't realize was relevant

✓ And a fifth point, just for luck ✓ Oh, and did I mention point #6 too?

# **Dealing with Questions**

- Be prepared for interruptions
- Clarify the question if you don't understand
- Pause and think before you answer
- Be polite
- Keep your answers brief
- It's OK not to know the answer do not try to make something up!

# **Helpful hints:**

- Practice! Practice! Practice!
- Memorize your first few slides
- Take deep breaths
- Bring a water bottle
- Bring your lab notebook
- Remember: you are the expert on your own project!

### Thanks!

If you need any additional help, feel free to contact me:

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